



To: Real Estate Department Partners
From: Real Estate Department – Compliance & Asset Management
Date: August 19, 2014
Re: New IHCDA HOME & CDBG Certification Training

Notice: RED-14-33

IHCDA HOME & CDBG Certification Training

The Indiana Housing & Community Development Authority (IHCDA) has developed a training course to ensure program compliance and build partner capacity related to the CDBG and HOME programs. This is an interactive three day course consisting of a pre-test, post-test, and team assignments. successful completion will result in an IHCDA Grant Administrator Certification. Topics will include but are not limited to: an overview of homebuyer, rental, and owner occupied activities, financial management, Davis Bacon Labor Standards, Procurement, Uniform Relocation, Environmental Review, and understanding written agreements.

We encourage anyone who is the recipient of the funds, writes applications, administers and manages the program thru project completion, and/or provides ongoing assistance to the program to attend this training. 2015 CDBG and HOME application policies will award points to applicants that have successfully completed the certification.

The training will be held October 15-17, 2014 at the Marott Apartments located near downtown Indianapolis. Ample free parking is provided and local eateries are within a few miles.

The training is of no cost to our partners. Partners will be provided the HOME & CDBG Program Manual, 3rd Ed., training workbook/manual, a "Master File"- a guide on what and how to document program information, and light refreshments.

Please register no later than September 30, 2014 at <https://www.eventbrite.com/e/ihcda-home-cdbg-certification-training-tickets-12608701967>.

If you have any questions, please feel free to contact Devyn Smith, Federal Programs Compliance Manager at devynsmith@ihcda.in.gov or 317-232-7025.



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